

Pt. 1, Subpt. A, App. M

NW., Room 4312, Room 3448, Washington, DC 20220.

5. *Delivery of process.* Service of process will be received by the General Counsel of the Department of the Treasury, or his delegate, and shall be delivered to such officer at the following location: General Counsel, Department of the Treasury, Room 3000, Main Treasury Building, 1500 Pennsylvania Avenue NW., Washington, DC 20220.

**APPENDIX M—OFFICE OF THRIFT
SUPERVISION**

1. *In general.* This appendix applies to the Office of Thrift Supervision. It identifies the location of the public reading room at which the following documents are available for public inspection and copying: Description of the central and field offices; the established places where the public may obtain information, decisions, statements of the general course and method by which functions are channeled and determined; rules of procedure, descriptions of forms and where they may be obtained; final adjudications of cases; instructions to staff that affect a member of the public; filings under the Security Exchange Act of 1934; consent agreements in enforcement matters; pleadings, opinions and decisions in administrative adjudications; Regulatory and Thrift Bulletins; Chief Counsel Opinions, substantive rules and statements of general policy and interpretations adopted by the agency, and each amendment, revisions, or repeal of the foregoing, including those which have not been published in the FEDERAL REGISTER; draft rules and comment letters, and final Orders of the Director. Office of Thrift Supervision (OTS) regulatory handbooks and other publications are available for sale. Information may be obtained by calling the OTS Order Department at (301) 645-6264. OTS regulatory handbook and other publications may be purchased by forwarding a request, along with a check to: OTS Order Department, P.O. Box 753, Waldorf, MD 20604 or by calling (301) 645-6264 to pay by VISA or MASTERCARD. In addition, the appendix identifies the officers designated to make the initial and appellate determinations to FOIA requests, the officers designated to receive service of process, and the addresses for delivery of requests, appeals and service of process.

2. *Public reading room.* The public reading room for the Office of Thrift Supervision is maintained at the following location: Public Reading Room, 1700 G Street, NW., Washington, DC 20552.

3. *Requests for records.* Initial determinations under 31 CFR 1.5(g) as to whether to grant requests for records of the Office of Thrift Supervision will be made by the Director, Information Services Division. Requests for records should be addressed to:

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Freedom of Information Request, Chief, Disclosure Branch, Information Services Division, Office of Thrift Supervision, 1700 G Street, NW., Washington, DC 20552.

Requests may be delivered in person to: Office of Thrift Supervision, Information, Services Division, 1700 G Street, NW., Washington, DC.

4. *Administrative appeal of initial determination to deny records.* Appellate determinations under 31 CFR 1.5(h) with respect to records of the Office of Thrift Supervision will be made by the Director, Public Affairs, Office of Thrift Supervision or the delegate of such officer. Appeals made by mail should be addressed to: Freedom of Information Appeal, Chief, Disclosure Branch, Information Services Division, Office of Thrift Supervision, 1700 G Street, NW., Washington, DC 20552.

Appeals may be delivered in person to: Office of Thrift Supervision, Information Services Division, 1700 G Street, NW., Washington, DC.

5. *Delivery of process.* Service of process will be received by the Corporate Secretary of the Office of Thrift Supervision or the delegate of such officer and shall be delivered to the following location: Corporate Secretary, Office of Thrift Supervision, 1700 G Street, NW., Washington, DC 20552.

[60 FR 31632, June 16, 1995]

**Subpart B—Other Disclosure
Provisions**

§ 1.8 Scope.

The regulations in this subpart concern access to information and records other than under 5 U.S.C. 552. This subpart is applicable only to the Departmental Offices as defined in § 1.1(a) of this part and the United States Savings Bonds Division and the United States Secret Service.

§ 1.9 Records not to be otherwise withdrawn or disclosed.

Except in accordance with this part, or as otherwise authorized, Treasury Department officers and employees are prohibited from making records or duplicates available to any person, not an officer or employee of the Department, and are prohibited from withdrawing any such records or duplicates from the files, possession or control of the Department.

§ 1.10 Oral information.

(a) Officers and employees of the Department may, in response to requests,